

10.1 Educational Expenses

a. The Director of Training is authorized to approve education or training of Agency employees at non-CIA facilities, in accordance with the demands of the Agency training program or upon the specific request of appropriate Assistant Directors or office chiefs. Such schooling may be at any foreign or domestic, public or private institution, trade, labor, agricultural or scientific association, or any course or training program under the Department of Defense or commercial firm. Such schooling may be in any subject, course, curriculum, craft, or skill which will eventually benefit the Agency. Such schooling will be approved under these regulations only when circumstances preclude the use of similar authorities elsewhere granted.

b. Requests or recommendations by Assistant Directors of covert Offices for such schooling for any employee, including staff agents, must be approved by the Director of Training. Such approval may include tuition and related educational expenses, and any additional living, travel, or similar expenses resulting from such schooling. Such approval will include any special method of payment or reimbursement required by the security considerations of the individual case. Any requests or recommendations for approval for such schooling must give sufficient information, including the name of the employee, the name of the school, the subject course, or curriculum, the inclusive dates, and estimate of costs, recommended method of payment, justification for the schooling and for the use of this authority, and any special considerations, for determination of necessity.

Document No. 8

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S

DDA Memo, 4 Apr 77

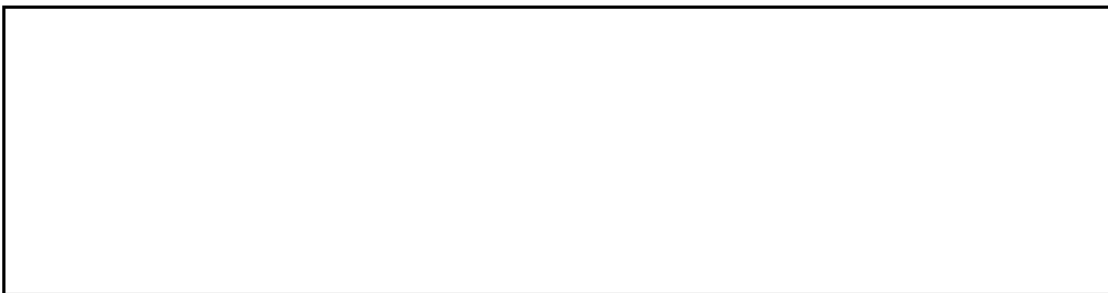
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Date: 14 MAR 1978 By: [redacted]

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c. The Director of Training will arrange or approve administrative arrangements for such schooling and will insure that satisfactory agreements exist between employees and the Agency to insure a reasonable term of service subsequent to such schooling.

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